

## DUTY STATEMENT

Classification Staff Counsel III	Position No. 140-5795-
CBID ACSA Unit 2	Office Chief Counsel's Office
Date Prepared November 1, 2005	Division
KEY: (E) IS ESSENTIAL, (M) IS MARGINAL	

Under general supervision of an Assistant Chief Counsel or the Chief Counsel, depending on the assignment, the incumbent performs the most complex legal work in the office.

### WORKING CONDITIONS:

Work is performed indoors in an office setting and occasionally in public facilities near proposed power plant sites.

### DUTIES AND RESPONSIBILITIES:

- 25% Drafts the most difficult and important Commission legal or policy documents, including legislation, orders, decisions, briefs, regulations, and contracts.(E)
- 25% Participates in the most complex and sensitive Commission proceedings.(E)
- 25% Represents the Commission in very sensitive and complex proceedings before other government boards and agencies.(E)
- 15% Advises the Commissioners and staff on all aspects of Commission business.(E)
- 10% Develops and recommends legal strategies for the Commission.(E)

<b>I CERTIFY THAT I AM ABLE TO PERFORM, WITH OR WITHOUT THE ASSISTANCE OF A REASONABLE ACCOMMODATION, THE ESSENTIAL JOB DUTIES OF THIS POSITION.</b>			
Signatures			
EMPLOYEE'S NAME	Date	SUPERVISOR'S NAME	Date